

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, November 8, 2007 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Adams, Fitch, Haddon, Rhilinger, and Chairperson Gates.

Absent: Commissioners Dingman and Tymczyszyn.

Also Present: Facility Operations Manager Megerdichian.

MOTION: Commissioner Adams moved to grant excused absences to Commissioners Dingman and Tymczyszyn for the November 8, 2007 meeting and to Commissioner Rhilinger for the July 12, 2007 meeting. Commissioner Fitch seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Chairperson Gates led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Rhilinger, seconded by Commissioner Adams, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

Commissioner Fitch noted that the agenda for this meeting was not posted on-line until November 7, 2007.

5. APPROVAL OF MINUTES OF OCTOBER 11, 2007

MOTION: Commissioner Fitch moved for the approval of the October 11, 2007 Airport Commission meeting minutes as submitted. Commissioner Rhilinger seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Commissioners Dingman and Tymczyszyn).

6. ACTION ITEMS

None.

7. INFORMATION ITEMS

7A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Chairperson Gates noted that the following reports for November 2007 were included in the agenda material: Hangar and Tiedown Rental Status, Ongoing Projects, November Meeting Room Schedule, and Hangar Waiting List.

Facility Operations Manager Megerdichian noted the increase of total number of City owned hangars from 339 to 341.

Responding to Commissioner Haddon's inquiries, he provided information about the Hangar Waiting List pass-over policy as well as the requirement to show proof of aircraft ownership once a hangar is offered and a rental agreement is signed.

7B. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE PUBLIC WORKS DEPARTMENT

Chairperson Gates noted that the following reports were included in the agenda material: Events Requiring Emergency Response and Airfield Operations Status.

Responding to Commissioner Haddon's inquiry, Facility Operations Manager Megerdichian stated that incident reports are filled out for Airport tenants as well as aircraft that pass through the Airport.

In response to an inquiry by Chairperson Gates, Facility Operations Manager Megerdichian advised that Cal Trans has not yet released its inspection report.

7C. LAND MANAGEMENT REPORT – AERONAUTICAL

Chairperson Gates noted that a report from Land Management Team Chairperson Sunshine was included in the agenda material.

Chairperson Gates was pleased to note that progress is being made on the Zamperini Way project.

Commissioner Fitch stated that she attended the Western Flight Museum grand opening on November 4, 2007 and had the opportunity to meet Louis Zamperini.

7D. NOISE ABATEMENT UPDATE

Facility Operations Manager Megerdichian relayed Deputy Community Development Director Cessna's regrets that she was unable to attend tonight's Commission meeting, adding that she would be available to attend the January 2008 meeting. He noted that a Noise Abatement Update from her dated November 8, 2007 was included in the agenda packets.

Commissioner Fitch requested that he relay her request for verbal updates.

7E. SUB-COMMITTEE REPORTS

7E.1 STATE AND FED FUNDING

Chairperson Gates reported that the City has hired a consultant to assist them with grants and Facility Operations Manager Megerdichian stated that he is arranging a meeting with the consultant and subcommittee.

7E.2 POLICY CHANGE AND GA GROWTH

Commissioner Adams reported that the subcommittee has been discussing reevaluation of storage and sale of jet fuel at Torrance Airport.

Chairperson Gates distributed Study Plan #1 included in the material of record that provides information on current policy, history, the study, and subcommittee request to solicit input and supporting data from all Airport stakeholders. He stated that progress reports and a final report would be brought back to the Commission and recommended that written input from stakeholders and community members be submitted by December 31, 2007.

Facility Operations Manager Megerdichian indicated that December 31, 2007 was too aggressive of timetable and suggested extending the deadline for public input. He stated that the subcommittee could solicit input from anyone it chooses to, but that it needed to determine a "game plan" to solicit this input. He suggested that the subcommittee prepare a list of target groups and bring it back to the Commission next month. He offered to research parameters for public notification and to help notify Airport tenants.

Chairperson Gates stated that the subcommittee was hesitant to keep public input open-ended because it would never know when it was done.

Commissioner Rhilinger stated that it was unrealistic to expect input and supporting data by December 31, 2007, especially as it is a holiday season.

7E.3 MASTER PLAN

Commissioner Rhilinger reported that the subcommittee has not met due to scheduling conflicts and that they are in the process of reviewing the current Master Plan to determine what has and has not been accomplished.

8. ORAL COMMUNICATIONS

8A. Facility Operations Manager Megerdichian stated that typically the Airport Commission goes dark in December and advised that the Commission could adjourn to December 13, 2007 or January 10, 2008.

MOTION: Commissioner Adams, seconded by Commissioner Fitch, moved that the Airport Commission meet on December 13, 2007; a roll call vote reflected 4-1 approval, with Commissioner Haddon opposing (absent Commissioners Dingman and Tymczynszyn).

8B. Facility Operations Manager Megerdichian initiated discussion regarding the Grand Opening of the Western Flight Museum, noting that he has received positive feedback regarding the event.

Commissioner Fitch commended staff for providing additional handicapped parking and shared a handout given to her by media coordinator Lieutenant Colonel Tom Lassen.

8C. Commissioner Fitch shared information about her guided tour of Robinson Helicopter on November 8, 2007. She stated that their helicopters are totally made in the United States and that she was surprised to learn that jet fuel is kerosene.

8D. Commissioner Adams wished everyone a Happy Thanksgiving.

8E. Commissioner Fitch stated that at a recent City Council meeting two questions were asked about Airport related matters—the status of the noise monitoring system and hangar occupancy requirements.

8F. Commissioner Fitch discussed the 2007-08 budget review for the first quarter of the fiscal year. She requested that staff make and distribute copies of the Airport-related pages.

When Facility Operations Manager Megerdichian noted that he provides annual budget reports to the Commission, she stated that the Commission was entitled see the budget reports at least on a quarterly basis.

Facility Operations Manager Megerdichian provided clarification that the Airport Fund and Airport Enterprise Fund are the same and that there are no take-off and landing fees, only overnight fees.

He stated that he would let her know who she could direct questions to regarding the governing code.

8G. Joe Arciuch, Kathryn Avenue, stated that he was pleased that the subcommittee is trying to connect with the community. He questioned procedure exercised at the October 11, 2007 Commission meeting, noting that public members were not given copies of Commissioner Tymczyszyn's written presentation Recommendation to Evaluate Policy Prohibiting Sale or Storage of Jet Fuel at Torrance Airport. He further stated that the Chairperson should announce how many minutes that public members are allowed to speak before they begin speaking.

He discussed the problem of increased noise due to "touch and go" training operations, asserting that pilots are no longer following guidelines because there is no enforcement. He questioned the restrictions placed on the Airport and received clarification from staff that dogs are allowed to ride in airplanes.

Frank Chao, Jason Circle, expressed concern about recent daily aircraft noise, especially in the mornings and all day on Saturdays. When he asked for an explanation for the increase in noise, Facility Operations Manager Megerdichian offered to speak to him outside this meeting at the Airport to direct him to staff that can provide him with more detailed information.

Michael Wermers, Audrey Avenue, requested that the Policy Change and General Aviation Growth subcommittee extend the deadline for public input regarding jet fuel another 30 days until the end of January 2008. He stated that there are very few jets at Torrance Airport because jet fuel is not sold there and asserted that jets are noisier than propeller-driven aircraft.

9. ADJOURNMENT

MOTION: At 8:28 p.m., Commissioner Haddon, seconded by Commissioner Fitch, moved to adjourn the meeting to Thursday, December 13, 2007 at 7:00 p.m., in the West Annex meeting room.

Approved as Amended December 13, 2007 s/ Sue Herbers, City Clerk
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